

# BOOTHBAY HARBOR SELECTMEN'S MEETING MINUTES

April 28, 2025, 6:00 PM

In addition to these typed minutes, video recordings of all Selectmen's meetings can be viewed at BRCTV, and audio recordings at the Boothbay Harbor Town Office.

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**CALL TO ORDER & PLEDGE OF ALLEGIANCE:** The meeting was called to order at 6:00 PM. The Pledge of Allegiance was recited.

## **ATTENDING:**

- Michael Tomko – Chair
- Ken Rayle – Vice Chair
- Mark Gimbel
- Mark Osborn
- Alyssa Allen
- Julia Latter – Town Manager

## **TOWN MANAGER ANNOUNCEMENTS:**

1. **Town Meeting:** Scheduled for Saturday, May 3, at 9:00 AM at the Boothbay Harbor Fire Department. Voting for officers will be held Friday, May 2, from 8:00 AM to 6:00 PM at the same location.
2. **Oak Street Barriers:** Public Works Foreman Nick Upham has installed temporary barriers behind House of Logan and is researching longer-term, more aesthetic solutions.
3. **Public Restrooms:** Commercial Street restrooms are open daily from 8:00 AM – 8:00 PM. Town Office restrooms are available Monday-Friday, 8:30 AM to 4:30 PM. Barrett's Park, Fish Pier, and Maddocks restrooms are expected to open by May 1.
4. **Harbor Services:** The harbor master and pump-out boat are scheduled to launch in the second week of May. Pump-out service will be available on-call until June 1.
5. **Donation:** The U.S. Coast Guard Auxiliary has donated \$250 for harbor master boat decals to improve visibility.
6. **Mooring Renewals:** Renewal notices have been sent. Renewals are due by June 30. A \$25 late fee will be applied beginning July 1.
7. **Town Reports:** Available at the Town Office and will be distributed at Town Meeting and during elections.

## **TOWN DEPARTMENT REPORTS:**

1. **Finance:** Finance Officer Thomas Browne presented a year-to-date financial overview, noting that 96.7% of taxes have been collected. He also provided updates on his current trainings and professional goals.

## **SELECTMEN REPORTS:**

1. **Mark Gimbel:** Reported that the U.S. Coast Guard is reviewing more efficient management of channel markers and navigational buoys. A QR code for public comment will be available in the Boothbay Register.
2. **Ken Rayle:** Announced a public meeting on the future of the school committee to be held Friday at 3:00 PM at Boothbay Town Hall.

## **APPROVAL OF MINUTES:**

1. **March 24, 2025:** Motion to approve as presented. Approved 5-0.
2. **April 14, 2025:** Motion to approve as presented. Approved 3-0, with Osborn and Allen abstaining due to absence.

## **LICENSES:**

1. **Liquor License Renewals (Malt, Wine, & Spirits):**
  - a. Lafayette Boothbay Inc. d/b/a Tugboat Inn, 80 Commercial Street – Approved 5-0
  - b. Gone Skiing Inc. d/b/a McSeagull's Restaurant, 14 Wharf Street – Approved 5-0
  - c. MES LLC d/b/a Harborside 1901 Bar & Grill, 12 Bridge Street – Approved 5-0
2. **New Liquor License Application:**
  - a. MERO LLC d/b/a Coastal Prime 1901, 35 Atlantic Avenue – Approved 5-0
3. **Special Amusement License Renewal:**
  - a. McSeagull's Restaurant, 14 Wharf Street – Approved 5-0

## **NEW BUSINESS:**

1. **Parking Violation Fee Amendment:** Following a review of the 2024 season, Town Manager Latter and Chief Snyder proposed reducing all parking violations by \$20, except for handicap and boot fees, which remain unchanged. Approved 5-0.
2. **Purchase Order – Window Installation:** Motion to approve a purchase order from J.B. Roofing Inc. for the installation of 31 windows totaling \$11,169. Approved 5-0.
3. **Donation – School Sports Team Sign:** Motion to accept the donation from Ken Rayle of a school sports team sign. Approved 4-0, with Rayle abstaining.

## **OLD BUSINESS:**

1. The board briefly reviewed proposed ordinance amendments to be presented at the Town Meeting.

## **PUBLIC FORUM:**

1. **Daniel Parrott (Resident):** Asked whether a parking committee has been formed. Chair Tomko responded that he and Town Manager Latter have engaged two planners to assist with discussions stemming from recent workshops. Parrott also shared preliminary ideas for improving parking in town.

**WARRANTS:** Motion to approve all warrants upon review. Approved 5-0.

**EXECUTIVE SESSION:**

1. Entered executive session at 6:59 PM pursuant to MRS Title 1, Chapter 13, §405 (6)(A) – Personnel. Approved 5-0. No decisions were made in executive session.
2. **Action Taken:** Motion to create a Lieutenant position within the Boothbay Harbor Police Department. Approved 5-0.

**ADJOURNMENT:** Motion to adjourn at 7:58 PM. Approved 5-0.